



POST*Scripts*

November/December 2001 • Vol. 4, No. 3

Inside this issue:

Anti-terrorism: a Special Report.....1	Electronic Forms Are a Popular Service.....8
Weapons of Mass Destruction Training Offered2	New Program Recognizes Instructor Standards.....8
Agencies Asked to Consider Local Training3	Critical Topics Training for Recruits Will Be Expanded8
Register Now for Symposium 2002 in Burbank.....3	Master Instructor Numbers Increased.....9
TMAS Project in Full Swing4	Command College Class 31 Graduates.....9
Workshop Assists Course Coordinators4	High Technology Used to Store Course Files..... 10
Telecourses Win New Awards.....4	CPTN Broadcasts 10
EDI Access Is Expanding.....5	Legislation of Interest..... 11
Muehleisen Training Room Allows Teleconferencing6	

Anti-terrorism : a Special Report

The November broadcast of *Anti-Terrorism: A Special Report* by the California POST Television Network (CPTN) broke new ground for the CPTN by providing a timely, live forum for law enforcement to share information on a topic of statewide interest. The program began with a special introduction by Attorney General Bill Lockyer, followed by a remote link to Highway Patrol Commissioner D.O. (Spike) Helmick and Special Advisor on State Security George V. Vinson.

The program recognized that the events of September 11, 2001 have changed the way local law enforcement deals with terrorism. The changes include: 1) proactively gathering intelligence on possible terrorist activity and reporting the information to appropriate agencies; 2) identifying potential targets within jurisdictional areas and working with stakeholders to “harden” targets; 3) maintaining a state of alert and readiness that ensures a timely professional response in the

continued

Anti-terrorism... continued

event of a terrorist act; 4) assuring members of the public that they are safe and do not have to live in fear, and that “we will get through this”; and 5) explaining the roles of the state, federal, and local agencies in providing for the public’s safety.

POST thanks the following individuals for their help and participation in this special broadcast:

Moderators:

Stan Atkinson
Beth Ruyak

Panelists:

Chief Ed Manavian, Department of Justice, Division of Law Enforcement
Chief Michael Guerin, California Office of Emergency Services
Special Agent in Charge Bill Gore, Federal Bureau of Investigation
Chief Stephen Port, Hawthorne Police Department
Sheriff William B. Kolender, San Diego County Sheriff’s Department
Deputy Director Glen Newman, California Department of Forestry and Fire Protection
Brigadier General Dennis Kenneally, Assistant Adjutant General, California National Guard
Dr. George Flores, Health Officer, San Diego County Health Department

For more information, contact Senior Consultant Jody Buna, Training Program Services Bureau, at (916) 227-4896 or by e-mail at Jody.Buna@post.ca.gov.

**Weapons of
Mass Destruction
Training Offered**

As one of several strategies for meeting terrorism-related training needs, POST will present a series of training programs related to the Law Enforcement Response to Weapons of Mass Destruction (WMD) course. The training programs are being presented in cooperation with the United States Department of Justice, Office of Domestic Preparedness, and the Louisiana State University (LSU) Academy of Counter-Terrorist Education. A cover letter, descriptive announcement, and student enrollment form were sent to all agency executives and training managers.

The training programs will consist of a two-day version of the WMD course followed immediately by a two-day instructor development program. The dates and locations scheduled to date are February 11-14, 2002 in Redondo Beach, March 11-14, 2002 in Fresno, March 25-28, 2002 in Concord, April 8-11, 2002 in Ontario, April 22-25, 2002 in Rohnert Park, and May 13-16, 2002 in Burbank.

Attendees who complete both the WMD course and the instructor development program will qualify to receive comprehensive instructional materials at no cost directly from LSU. POST will subsequently certify in-house and regional courses, to meet the Continuing Professional Training (CPT) requirement and local needs.

For more information, contact Senior Consultant Lou Madeira, Training Delivery Bureau, at (916) 227-4872 or by e-mail at Lou.Madeira@post.ca.gov.

Agencies Asked to Consider Local Training

On November 15, 2001, POST Executive Director Ken O'Brien sent a letter to each chief and sheriff, informing them of POST's anticipated \$4.8 million budget deficit. The deficit is a result of an unforeseen increase in the number of reimbursable trainees and an increase in the number of training contracts brought about by the addition of several simulation training sites in the past year.

In concluding the letter, the Executive Director asked each chief and sheriff to assist POST in balancing its 2001/2002 budget by minimizing, to the extent possible, the number of officers and dispatchers sent out of town for training. POST is confident that a modest reduction in the amount paid to reimburse for travel, per diem, and tuition will go a long way in helping POST to live within its \$60.9 million appropriation, with no appreciable impact on the amount or quality of training offered to the field.

For more information, contact Assistant Executive Director Dick Reed, Executive Office, at (916) 227-2809 or by e-mail at Dick.Reed@post.ca.gov.

Register Now for Symposium 2002 in Burbank

You can register online for the Public Safety Instructor Symposium 2002. Scheduled for February 2002 in Burbank, the three-day Symposium is designed to enhance instructors' classroom skills. Symposium topics include adult learning methods, course development, facilitation, future training needs, instructional technology, instructors as leaders, perishable skills instruction, principles of interactive learning, and training liability and compliance.

The Symposium is a collaborative effort among the California Community Colleges Chancellor's Office, South Bay Regional Public Safety Training Consortium, and POST. It will be funded in large part by a grant from the California Community Colleges Chancellor's Office. POST plans to reimburse up to 250 law enforcement attendees.

For information about the Symposium and a link to the registration page, visit www.safetytraining.cc.ca.us/psis2002. Or, you may contact Senior Consultant Mike Hooper, Training Program Services Bureau, at (916) 227-3912 or by e-mail at Mike.Hooper@post.ca.gov.

TMAS Project in Full Swing

The Testing Management and Assessment System (TMAS) is designed to replace the POSTRAC test system used by California's basic academies to assess achievement as students progress through basic training. The Commission approved the implementation phase of the project in August 2001.

Initially, both computer-based testing and traditional paper-and-pencil tests will be supported. Eventually, most tests will be computer based, using Internet-based software, to take advantage of the advances in testing theory and practice with the efficiencies of computer scoring. The current schedule calls for initial installation of the software at POST in April 2002. POST will assess every academy site to identify the specific equipment needed to support the new testing software. POST expects that many academies will implement wireless LAN support for the new system to take advantage of the flexibility and adaptability of the mobile environment.

For more information, contact Personnel Selection Consultant Ken Krueger, Standards and Evaluation Bureau, at (916) 227-2810 or by e-mail at Ken.Krueger@post.ca.gov.

Workshop Assists Course Coordinators

POST maintains a certification database for more than 2,800 certified training courses and 4,000 certified blocks of instruction known as Skills and Knowledge modules. Most of these courses are presented multiple times during the year, resulting in more than 20,000 class presentations throughout the State.

To assist course presenters with the responsibilities associated with the development, certification, presentation, and administration of these courses, POST offers a special Course Coordinator's Workshop. Designed for agency and college presenters, the workshop focuses on developing a new course certification package, course budgets, and completed course records for Continuing Professional Training and reimbursement. Small group exercises cover all aspects of the course administrator's role and deal with realistic certification problem-solving analysis. The workshop also offers a brief introduction to POST and its many resources that are available to California law enforcement agencies. Finally, the workshop serves as an introductory course for new POST law enforcement consultants and professional staff.

For more information, contact Office Technician Paula Mendenhall, Training Delivery Bureau, at (916) 227-4866 or by e-mail at Paula.Mendenhall@post.ca.gov.

Telecourses Win New Awards

Two more POST telecourses have been the recipients of video awards. *Recognizing Mental Illness: A Proactive Approach* and *Child Abuse Issues* received Honorable Mention in the 33rd Annual Media Awards Competition. This is the first time POST has been recognized in this competition.

The National Council on Family Relations sponsors the annual Media Awards Competition to recognize outstanding videos and CD-ROMs on marriage and family topics. The mission of the Council is to evaluate quality and conceptual content, encourage excellence in the production of themes relevant to family issues, and promote the effective use of these resources and high standards in the development of creative learning opportunities. This year's competition was held at Michigan State University under the direction of various educational departments. Each entry was screened by a committee of media professionals, family professionals, and others invited by the competition director. *Recognizing Mental Illness: A Proactive Approach* was entered into the mental health, stress, transition, and crisis management category of the competition. *Child Abuse Issues* was entered into the family violence/abuse category.

For more information, contact Senior Consultant Jody Buna, Training Program Services Bureau, at (916) 227-4896 or by e-mail at Jody.Buna@post.ca.gov.

EDI Access Is Expanding

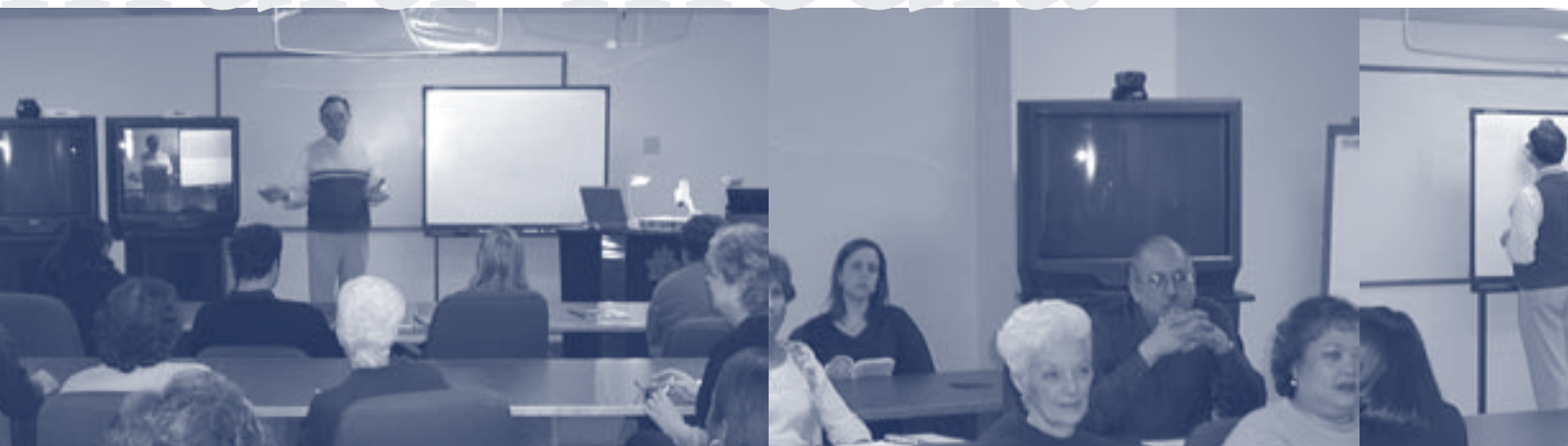
On October 19, 2001, POST began to pilot-test a new Electronic Data Interchange (EDI) system application which allows limited access to POST's course certification information and is primarily geared toward presenters. Twelve presenters were selected to evaluate the application.

This new EDI application provides presenters with the ability to view the status of all POST-certified courses, including the number of authorized presentations, the reimbursement plan, and course hours and tuition. Additionally, the presenters can link to any of these courses for information such as the number of scheduled presentations, the location of the presentations, scheduled start dates, course description, maximum enrollment, reimbursable hours, counts of attendees for completed courses, and whether the course roster has been received and processed by POST.

After the six-week pilot-test, POST staff will follow up with the pilot presenters to determine if this new application was useful. If the pilot is successful, POST will provide EDI access to all presenters in January 2002.

For more information about the EDI System, visit www.post.ca.gov/edi/edi.htm. Or you may contact Program Technician Kathy Pope, Information Services Bureau, at (916) 227-4807 or by e-mail at Kathy.Pope@post.ca.gov.

multi-media



*Gene Muehleisen
Executive Director,
Emeritus
1960-1979*

Muehleisen Training Room Allows Teleconferencing

On October 22, 2001, POST honored its first Executive Director, Gene Muehleisen, by naming its new hi-tech training room after him. The centerpiece of the Muehleisen Training Room's technology is the ability to conduct teleconferencing at multiple locations using two-way video and audio. Mr. Muehleisen joined the POST Management

Team to view an impressive demonstration of its capabilities. In November, POST Commissioners also viewed a demonstration of this new equipment.

The Muehleisen Training Room is equipped with state of the art Tandberg Teleconferencing equipment. A key feature is the state-of-the-art touch screen controller which activates all of the teleconferencing equipment. This easy-to-use, touch screen control center allows an instructor or facilitator to record the entire presentation—all of the media the instructor uses—on a dedicated VHS tape player, while simultaneously playing instructional materials on a second VHS tape player/recorder.

The instructor also has a variety of other visual aid equipment at his/her fingertips, including:

- DVD player
- Versatile document camera for presenting objects or transparencies
- Slide projector

video-conferencing



- Dedicated computer for Power Point presentations or Internet connections
- Smartboard, an erasable whiteboard, which allows an instructor to write an image which is transmitted simultaneously to the other teleconference hook up sites.

Other features that make the Muehleisen Training Room an excellent facility for teleconferencing include the following:

- Those present at the home teleconferencing site may view participants at the other teleconferencing sites on two of the four large screen 35" television sets in the room. The other two television sets display the instructional materials being used in the presentation.
- Two ceiling microphones pick up dialogue in the POST classroom that is then clearly heard at the other teleconferencing sites. A third ceiling microphone is strategically placed in the instructor area.
- Two video cameras make it possible to record the participants while the other camera focuses on the instructor. In addition, preset mat locations allow the camera to follow the instructor as he/she moves from one mat location to another.

POST staff has already conducted teleconference meetings in the Muehleisen Training Room, thereby saving travel expenses and reaching a faster resolution of issues. Installation of teleconferencing equipment for a new, hi-tech training room was included in the POST remodeling plan.

For more information, contact Bureau Chief Paul Harman, Information Services Bureau, at (916) 227-0539 or by e-mail at Paul.Harman@post.ca.gov.

ing • teleconferencing

Electronic Forms Are a Popular Service

POST began providing four electronic forms on its Website in June 2000. This new service was followed in July 2000 by the introduction of the Electronic Data Interchange (EDI) system. EDI allows electronic submission of Notice of Appointment/Termination transactions. The online, fill-in forms and the EDI system have both grown in popularity and use.

There are now eight forms which can be completed online, printed, signed, and mailed. These forms are used to comply with *POST Administrative Manual (PAM)* procedures. Another 12 forms have been scanned for viewing and printing and are located on the Forms page at the back of the *PAM*. During August 2001, Website users accessed these POST forms more than 3,075 times. The most popular form accessed was the POST 2-273, Training Reimbursement Request, with 1,095 hits.

To view the online forms currently available, go to www.post.ca.gov/forms/intro.htm. For more information about the EDI System, go online to www.post.ca.gov/edi/edi.htm.

New Program Recognizes Instructor Standards

At its November meeting, the POST Commission approved the implementation of a recognition program for basic academies that use POST-certified instructors. Formulated by the POST Instructor Standards Advisory Council, the recognition will be in the form of plaques for conforming academies and pins for their respective instructional staff members. Program costs, which are relatively nominal, will be borne by POST.

Recognition of presenters who use POST-certified instructors was one of the steps in the Commission-approved Plan for Instructor Certification. It is believed that formal recognition will both motivate and reward presenters and their staff who demonstrate commitment to instructional quality.

For more information, contact Senior Consultant Mike Hooper, Training Program Services, at (916) 227-3912 or by e-mail at Mike.Hooper@post.ca.gov.

Critical Topics Training for Recruits Will Be Expanded

The POST project to develop a plan for expanding ethics, leadership, and community policing training throughout the Basic Course is on schedule. Preliminary research findings were presented in August to a Steering Committee composed of agency executives, academy directors, and organization representatives. Discussions facilitated by Basic Training Bureau staff served to endorse project assumptions and identified objectives for subject matter expert committees and components of the final plan. Members of the San Diego Police Department, the San Bernardino County Sheriff's Department, and the Los Angeles County Sheriff's Department described community-oriented policing, ethics, and leadership activities in their basic course programs.

A second committee of subject matter experts, composed of training presenters, instructors, and field experts, met in September to develop a draft of competencies

and project validation. P. J. Ortmeier, Ph.D., coordinator of the Grossmont College Administration of Justice Program, presented an overview of his research and recent publication on essential officer competencies in a community policing organization. The initial results from comparing the Entry-Level Uniformed Officer Job Task Analysis, the *Training and Testing Specifications for Peace Officer Basic Courses* publication, and the Learning Domain Basic Course Curriculum workbooks for alignment of tasks were provided at the meeting. Subject matter experts have also met to review the initial results of the link analysis that addresses alignment of the patrol officer tasks, the training and testing specifications, and Basic Course curriculum. Follow-up meetings, held in October, addressed the alignment of patrol officer tasks, the training and testing specifications, and the Basic Course curriculum. A preliminary report by the subject matter expert committee was presented to the Steering Committee in November 2001.

For more information, contact Special Consultant Dan Toomey, Basic Training Bureau, at (916) 227-5426 or by e-mail at Dan.Toomey@post.ca.gov.

Master Instructor Numbers Increased

October 12, 2001 marked the graduation of Class 13 of the Master Instructor Development Program (MIDP). The cadre of Master Instructors now numbers 140. Class 13's contributions to the law enforcement community included development of total training packages on such topics as Identity Theft Investigation for the Patrol Officer, Computer-Based Training for Field Training Programs, Elder and Dependent Adult Financial Abuse, and Court Security.

Present at the graduation was the new MIDP Class 14. The class has completed the first major MIDP component, the ten-day Core Course. As with all MIDP classes, Class 14 students will design and deliver training courses on subjects that respond to agency and statewide training needs. In this vein, four students have committed to terrorism-related topics: Airline Emergencies and Hostage Takeovers, Communications Response to a Weapons of Mass Destruction Event, An Investigator's Response to Terrorism, and Risk Management Assessment for Communications Centers.

For more information, contact Senior Consultant Mike Hooper, Training Program Services, at (916) 227-3912 or by e-mail at Mike.Hooper@post.ca.gov.

Command College Class 31 Graduates

The twenty class members of Command College Class 31 who graduated in November 2001 join more than 670 law enforcement leaders who have completed the program since its 1984 inception. Mike DiMiceli, Assistant Executive Director, speaking on behalf of the Executive Director and the Commission, congratulated the graduates and thanked them for their hard work and significant contribution to the law enforcement community through the completion of their Independent Study Projects.

Command College... continued

Lieutenant Timothy Taylor of the Bakersfield Police Department was selected as the class speaker to discuss the Command College experience and its impact on individual class members. Additionally, the Command College Alumni Association presented the Hank C. Koehn Award to former class member Rico Castro (retired) as the most inspirational member of the class. The Dorothy Harris Award for Excellence was presented to Captain Ed Flint of the Sacramento County Sheriff's Department and Lieutenant Dave Smith of the Torrance Police Department for their outstanding class projects. Finally, the class voted Robert Barnes as the outstanding faculty member. This is the fourth class that has honored Mr. Barnes with this award, and he is indicative of the caliber of faculty who instruct in the Command College.

For more information, contact Senior Consultant Alicia Powers, Center for Leadership Development, at (916) 227-3917 or by e-mail at Alicia.Powers@post.ca.gov.

**High Technology
Used to Store Course
Files**

POST currently houses more than half a million pages of course certification-related documents. As many as 9,000 additional pages arrive each month. These documents include course announcements, certification requests, and course rosters.

In the interest of improving how POST does business, POST has begun a project to scan images of its course-related files onto CD-ROM. This will enhance retrieval and search capabilities, will reduce storage space requirements and virtually eliminate lost files. Course file preparation has begun, and the actual conversion process is expected to commence by March 1, 2002.

For more information, contact Staff Analyst Julie Hemphill, Training Delivery Bureau, at (916) 227-3427 or by e-mail at Julie.Hemphill@post.ca.gov.

**CPTN
Broadcasts**

The Californian POST Television Network (CPTN) has scheduled the following broadcasts for February.

- **February 7, 2002**
CPTN Video Review
- **February 17, 2002**
Case Law Today
- **February 21, 2002**
Cultural Competency
- **February 28, 2002**
Recruitment & Retention: Best Practices

For more information, visit the CPTN Website at www.post.ca.gov/cptn. Or, you may contact the Training Program Services Bureau at (916) 227-4889 or by e-mail at cptn@post.ca.gov.

Legislation of Interest



On October 14, the period during which the Governor may sign, veto, or allow legislation to become law concluded. This year, only a few bills of interest to the Commission were approved. These are described below. Each of these bills becomes law on January 1, 2002.

Peace Officer Qualifications: This legislation (AB 1152 – Vargas) amends Government Code Section 1031 by increasing the means by which the educational requirements for a peace officer may be met. In addition to satisfying the educational requirement of high school graduation, passing the General Education Development Test at high school graduation level, or a two-year or four-year degree from an accredited college or university, the new law provides that the education requirement may be met by passing the California Proficiency Examination. In addition, the standards for accreditation of high schools, colleges, and universities have been expanded.

Public Safety: This bill (SB 485 – Committee on Public Safety) eliminates the Module D requirement from Penal Code Section 832.6. This is *cleanup* legislation supported by the Commission to remove Module D as a way of satisfying the training requirement for the Level I reserve peace officer. The Module D training specifications are no longer part of the specifications for Level I training.

Protection of the Exercise of Constitutional Rights: This legislation (SB 780 – Ortiz) establishes State law (Penal Code Section 2, Title 11.7 [commencing with Section 423] *California Freedom of Access to Clinic and Church Entrances Act* and Section 3, Title 5.7 [commencing with Section 13775] *Reproductive Rights Law Enforcement Act*). The law requires POST to develop a two-hour telecourse outlining the provisions of anti-reproductive-rights crimes and makes it available to the field.

Commission Meeting Dates



- **January 31, 2002**
Riverside
- **April 11, 2002**
Culver City
- **July 18, 2002**
San Francisco
- **November 21, 2002**
location to be determined

POST Directory



General Information

(916) 227-3909
fax (916) 227-3895
www.post.ca.gov

Active Legislation

(916) 227-2085
thood@post.ca.gov

**California POST
Television Network**
(800) 441-POST

Clearinghouse

(916) 227-3204
fax (916) 227-5271
clearinghouse@post.ca.gov

Library

(916) 227-4852 • 227-4837
fax (916) 227-5271
library@post.ca.gov

Multimedia Training Program

(877) ASK-LTRC
askltrc@post.ca.gov

CA Commission on
Peace Officer Standards
and Training (POST)
1601 Alhambra Boulevard
Sacramento, CA 95816-7083

PRSRT STD
U.S. POSTAGE
PAID
PERMIT NO. 827
SACRAMENTO, CA

Published bi-monthly by the
Commission on POST.

Copies may be obtained by
contacting the POST Media Distri-
bution Center
(916) 227-4856
dvessels@post.ca.gov

EDITOR
Patricia Cassidy

DESIGN & LAYOUT
Nancy Lewis
Vincent Pascual

COMMISSIONERS

William B. Kolender
Chairman
Sheriff
San Diego County

Joe Flannagan
Vice-Chairman
Detective
Alhambra Police Department

Lee Baca
Sheriff
Los Angeles County

Patrick Boyd
Detective
San Jose Police Department

Marc Cobb
Sergeant
Long Beach Police Department

James P. Fox
District Attorney
San Mateo County

Monty Holden
Public Member

Ted Hunt
Los Angeles Police
Protective League

Arthur Lopez
Chief
Oxnard Police Department

Rana Sampson
Educator/Trainer

Laurie Smith
Sheriff
Santa Clara County

Bill Lockyer
Attorney General
Ex Officio Member

Kenneth J. O'Brien
Executive Director